

# NCS-X NIBRS Readiness Assessment

The intent of this readiness assessment is to gain an understanding of the capabilities and barriers that exist in your agency with regards to collecting and reporting crime incident data according to the FBI's NIBRS standard. Please note that some states have additional incident-based reporting requirements beyond the Federal NIBRS standard presented in this self-assessment tool. Please check with your state UCR program to determine what, if any, additional incident-based reporting requirements may exist for your state.

The following questions are intended to help identify and understand the existing system(s) that would be used by your agency to capture and report NIBRS data. These systems could include your Records Management System, a field-based data entry system, or a computer aided dispatch system. Please complete a separate assessment for each relevant system. Answers to these questions will assist the NCS-X team, in conjunction with your agency, in developing a general cost estimate for implementing NIBRS reporting in your agency which will also help BJS understand where investments need to be made to meet reporting requirements for the agencies included in the NCS-X sample.

**Instructions:** Please complete this questionnaire for each system your agency uses that may provide incident information in support of reporting data according to the NIBRS standard. Please answer questions to the best of your ability. If any question is not applicable to the particular system, please write "N/A".

**Agency Name:**

**Respondent(s):**

**Date:**

## Overview

This section asks about the name of the system being assessed and the primary functions and users of the system.

1. What is the name of the existing system?
2. What are the primary functions of the system?
3. Who are the system users?

## NIBRS-Specific Requirements

The section asks about specific elements of the NIBRS data standard and the ability of the system to collect and store data according to this standard.

4. According to the survey you completed for NCS-X that asked about your ability to collect information according to the NIBRS standard, your response noted the following about major aspects of the NIBRS standard. Please confirm these responses.

NIBRS Standard Requirement	Your Agency's Response	Confirmed as correct
Able to collect information about all offenses in an incident	[PRE-POPULATE]	<input type="checkbox"/>
Detailed offense code assigned to each offense in an incident	[PRE-POPULATE]	<input type="checkbox"/>
Demographic information stored for each victim in an incident	[PRE-POPULATE]	<input type="checkbox"/>
Victim injury stored for each victim in an incident	[PRE-POPULATE]	<input type="checkbox"/>
Demographic information stored for each known offender in an incident	[PRE-POPULATE]	<input type="checkbox"/>
Relationship between each victim and offender stored for all offenses in an incident	[PRE-POPULATE]	<input type="checkbox"/>
Track multiple clearances	[PRE-POPULATE]	<input type="checkbox"/>
Track whether an incident was exceptionally cleared	[PRE-POPULATE]	<input type="checkbox"/>
Record and store exceptional clearance date	[PRE-POPULATE]	<input type="checkbox"/>

5. Please review the NIBRS elements in the below table to determine if and how the system collects and stores each NIBRS element. Each of these data elements is described in detail in the NIBRS user manual available at <http://www.fbi.gov/about-us/cjis/ucr/nibrs/nibrs-user-manual>.

Data Element #	Description	System Collects (Y/N)	System uses NIBRS Code Values (Y/N)	Can you derive the NIBRS Code Value? How?
1	ORI			
2	Incident Number			
2A	Cargo Theft			
3	Incident Date			
4	Cleared Exceptionally			
5	Exceptional Clearance Date			
6	UCR Offense Code			
7	Offense Attempted/Completed			
8	Offender Suspected of Using			
8A	Bias Motivation			
9	Location Type			

<b>Data Element #</b>	<b>Description</b>	<b>System Collects (Y/N)</b>	<b>System uses NIBRS Code Values (Y/N)</b>	<b>Can you derive the NIBRS Code Value? How?</b>
10	Number of Premises Entered			
11	Method of Entry			
12	Type Criminal Activity/Gang Information			
13	Type Weapon/Force Involved			
14	Type Property Loss/Etc			
15	Property Description			
16	Value of Property			
17	Date Recovered			
18	Number of Stolen Motor Vehicles.			
19	Number of Recovered Motor Vehicles			
20	Suspected Drug Type			
21	Estimated Drug Quantity			
22	Type Drug Measurement			
23	Victim Sequence Number			
24	Victim Connected to UCR Offense Code			
25	Type of Victim			
25A	LEOKA – Type of Officer Activity/Circumstance			
25B	LEOKA – Officer Assignment Type			
25C	LEOKA – Officer – ORI Other Jurisdiction			
26	Age of Victim			
27	Sex of Victim			
28	Race of Victim			
29	Ethnicity of Victim			
30	Resident Status of Victim			
31	Aggravated Assault/Homicide Circumstances			
32	Additional Justifiable Homicide Circumstances			
33	Type Injury			
34	Offender Number to be Related			
35	Relationship of Victim to Offender			
36	Offender Sequence Number			
37	Age of Offender			
38	Sex of Offender			
39	Race of Offender			
39A	Ethnicity of Offender			
40	Arrestee Sequence Number			
41	Arrest Transaction Number			
42	Arrest Date.			
43	Type of Arrest			

Data Element #	Description	System Collects (Y/N)	System uses NIBRS Code Values (Y/N)	Can you derive the NIBRS Code Value? How?
44	Multiple Arrestee Segments Indicator			
45	UCR Arrest Offense Code			
46	Arrestee Was Armed With			
47	Age of Arrestee			
48	Sex of Arrestee			
49	Race of Arrestee			
50	Ethnicity of Arrestee			
51	Resident Status of Arrestee			
52	Disposition of Arrestee Under 18			

6. Does the application or system enforce any of the NIBRS data edit and validation checks at the time of data entry? The full list of data edit checks is available at [http://www.fbi.gov/about-us/cjis/ucr/nibrs\\_technical\\_specification\\_version\\_1.0\\_final\\_04-16-2012.pdf](http://www.fbi.gov/about-us/cjis/ucr/nibrs_technical_specification_version_1.0_final_04-16-2012.pdf).
7. Does your current system create or have the ability to create a NIBRS or UCR report/export file?
  - a. If yes, in what format? How is that done?
  - b. If not, how do you currently report NIBRS/summary UCR data? Via a state website? Other?
  - c. What other reporting methods are available for submitting UCR/NIBRS data?
8. Does your state have additional incident based reporting requirements (e.g., ONIBRS in Oregon) that would need to be met beyond the federal NIBRS standard? If yes, does the system have the ability to capture these additional data elements?

## General System Information

The purpose of this section is to develop an overview of the system being reviewed to better understand its design and use with respect to collecting and reporting NIBRS data. **If a vendor/service provider is responsible for development work, questions 16 – 20 are optional.**

9. At what location is the system hosted?
10. Who is responsible for the daily operation, management, and availability of the system?
11. Who is responsible for development work on the system? If a service provider performs this work, then provide name of the service provider.
12. What are the availability requirements of the system?
13. What is the network connectivity to the system (assuming a web-based or client-server system)? Is the system connected to the Internet? Describe how you share information from your system with outside organizations (DA, state, etc.).
14. Are there logging and auditing requirements for the system? Do you need to know who accessed what information and when it was accessed? If so, how are these requirements implemented?

15. On which programming platform/language (Java, .NET, COBOL, etc.) was the system developed?
16. Which version of the programming platform/language does the system use?
17. On what operating system does the system run?
18. What brand and version of database does the system use?
19. What type of application server does the system use (Websphere, Oracle Application Server, JBoss, Weblogic, Windows IIS, etc.)?

## **Information Exchanges/Sharing Capabilities**

The purpose of this section is to better understand the system's ability to share and exchange data which is an inherent part of the NIBRS reporting standard.

20. Do you currently participate in any information exchanges that utilize this system? Please identify the information exchanges (answer a - e for each exchange)
  - d. Name of exchange:
  - e. Is the exchange batch or real-time?
  - f. How is the exchange implemented (FTP, E-mail, EDI, Web Services, etc.)?
  - g. Does the system provide or consume information or both?
  - h. What access method is used to extract data from or load data into your system?
21. Describe all of the methods available to access the database/data on your system other than through the user interface?
  - i. Does the system expose key functionality (processes or data edits) through APIs?
    - i. Are those APIs published?
    - ii. Does your organization have the documentation for the APIs?
    - iii. How have you used?
  - j. Does the application allow data access using direct database connectivity? (e.g., ODBC)
  - k. Does the application allow data access using Stored Procedures (SQL)?
22. Where are data edits and business rules applied: user interface, database layer, middle tier?

23. What messaging mechanisms are available in your system (FTP, RPC, Web Services, Messaging)?
- a. Does the service provider place any licensing restrictions on the use of these capabilities?
24. What capabilities does the system have for triggering information exchange? How would the system generate and send web services calls or other messages (data exchanges) based on the occurrence of events or other triggers in the application?

## **Staffing/Resources**

The purpose of this section is to understand how data is entered into the system and the extent to which staff members in your department can work within the system.

25. How is crime incident data currently entered into this system? By an officer? By a central data processing staff? Include all points for data entry.
26. Are any of the data first collected via a paper form and then entered into the system?
27. If moving to NIBRS would entail significantly more data collection for each crime incident than is currently being done, how will these changes affect training for data entry staff identified above?
28. If internal staff will be responsible for development work, how experienced are staff members with the application architecture and/or code of the system?
29. If internal staff will be responsible for development work, how experienced are these staff members with producing data extracts and in loading data provided through external means?
30. How experienced are staff members/vendors with designing, coding, implementing and maintaining information exchanges?
- a. Have they used Web Services? If not, what tools and techniques have they used?
  - b. To which, if any, web services specifications (WS-I BP, WS-Addressing, WS-Reliable Messaging, etc.) does the system currently conform? Which version of the specification does the system support?
  - c. Does your organization have plans for adopting web services standards for information exchange? If so, which web services standards are being considered, and how will they be implemented?

**Notes:**